



Yale Law School

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Dean

July 8, 2002

VIA FAX 202/273-0119
Hon. Harry T. Edwards
U.S. Court of Appeals for the District of Columbia Circuit
5400 E. Barrett Prettyman U.S. Courthouse
333 Constitution Ave., NW
Washington, DC 20001

RE: Plan for Law Clerk Hiring

Dear Judge Edwards:

Yale Law School is pleased to support the effort to rationalize the clerkship hiring process undertaken by you, Chief Judge Becker, and the judges on your ad hoc committee. After reflection and discussion during the spring, the Law School has taken steps to translate that support into everyday practice. Students and faculty have been strongly encouraged to respect this year's moratorium and follow the new schedule in subsequent years.

In addition, we have developed the enclosed basic guidelines for implementing the hiring plan within the Law School community. I share them with the hope that they may be informative to judges and helpful to our sister institutions as we move forward under this new regime.

Sincerely,

Enclosure

cc: The Honorable Edward R. Becker

IMPLEMENTING THE HIRING PLAN FOR U.S. CLERKSHIPS (EXCLUDING THE U.S. SUPREME COURT)

1. Faculty are specifically encouraged by the Dean not to initiate or respond to inquiries from judges concerning second-year students, as well as to refuse students permission to list them as a reference for judges before they reach the third year.
2. Students and graduates are similarly urged not to apply to judges before the fall of 2003, other than those filling 2002 or 2003 clerkship vacancies. Beginning in the fall of 2003, students and graduates should not apply for clerkships commencing two or more years later.
3. The Career Development Office (CDO) will not publicize hiring notices received from noncomplying judges, i.e., those seeking to fill clerkship vacancies two or more years in advance. [Note: all federal judges will still be able to post information on the Federal Law Clerk Information System].
4. CDO will limit access to the internal judges address database in 2002-03 to alumni, graduating students, or spring semester second-year students only. This database is useful only to facilitate the creation of judge lists and mailmerge letters for clerkship applications and recommendations. It contains nothing other than contact information, which is available from numerous other directories for students who might need it.
5. The clerkship programming schedule will be reconfigured to deflect attention from clerkships until students need to begin their research. General-interest programs (e.g., work of a trial versus an appellate court) could be held late in the fall or early in the spring semester for second-year students, while programs offering specific advice about the application process could be deferred to late spring. Similarly, CDO counselors will continue to talk generally about clerkships as part of a career path, but will limit specific counseling about the mechanics of clerkship applications to graduates and third-year students (and, after Fall 2002, to second-year students late in the spring semester).
6. CDO will disseminate information about the clerkship hiring plan to YLS alumni through the alumni magazine and notices to class secretaries—both to make sure they are aware of the application restrictions and to remind them of CDO resources for their clerkship search.
7. Because the judges' plan calls for hiring in the fall, commencing in 2003, application materials and recommendations should not be mailed before the Tuesday after Labor Day.

Developed in May, 2002, by the Yale Law School Career Development Office in consultation with the faculty clerkship committee, the Vice Dean, and the Dean